

COMPENSATION BOARD DOCKET #20/12

June 25, 2020

Due to the declared State of Emergency and because of the unique characteristics of the COVID-19 virus making it impracticable and unsafe for the Compensation Board members and necessary staff to assemble in a single location, the Compensation Board is conducting this meeting electronically pursuant to § 4-0.01, paragraph g. of Chapter 1283, 2020 Acts of Assembly (effective April 24, 2020). The Compensation Board is meeting electronically at this time to continue operations and discharge of the agency's lawful purposes, duties and responsibilities.

307-20-12: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DICKENSON COUNTY	SHERIFF	<p>June 22, 2020 Officer requests reconsideration of the position reallocation policy and the potential reduction of 1 permanent CS7 position in FY21, and notes several extenuating circumstances for consideration.</p> <p>Officer was appointed in September 2018, and has since restructured data collection methods and identified inaccuracies in the old Report Management System causing incidents to not be properly counted. Officer indicates they have replaced their Report Management System with one that is better and more accurate. Officer also reports that action has been taken to correct counting and reporting of courts and mental illness transports data going forward.</p> <p>Officer further states that the poor economy of Dickenson County does not afford the ability for the county to fund additional positions due to low revenue.</p> <p>Staff notes that according to projected CY19 data last fall, the office was anticipated to no longer exceed the court services staffing standard by one full position. Actual CY19 data was higher than projected, and based upon CY19 data only, the office would not be subject to losing a position under the reallocation policy. However, the staffing standards consider a 3-year average for civil process, where the officer indicates that previous years' data prior to his appointment was inaccurate, thus resulting in a lower 3-year average. Staff suggests removing consideration of years of data preceding the updated reporting through the new data collection systems.</p>	\$0.00	The Compensation Board approved an exception to the position reallocation policy based upon the information provided for the most recent year's data. The Board requests that staff update the court services staffing standards to reflect data for civil papers for CY19 only, and to add additional future years of data each year until three years of data is available under current data collection procedures/systems.

FIPS	LOCALITY	CY19 CIRCUIT CT DAYS	CY19 GD COURT DAYS	CY19 JDR COURT DAYS	CY19 PAPERS REC'D (3 YR AVG)	CY19 MENTAL HEALTH TRIPS IN JURIS	CY19 MENTAL HEALTH TRIPS OUT OF JURIS	CY19 TOTAL HOURS	FY21 Adj CS HAVE	FY21 TOTAL ADD'L CS DUE	Results
051	Dickenson	124	48	98	11,599	8	44	9,174	6	-0.76	Projected CY19 Data based upon Jan-June 2019. Data estimated for Court Days, MH Trips, and CY19 Papers Received
051	Dickenson	117	43	93	11,045	27	38	8,735	6	-1.01	Actual CY19 Data with 3-Year Average Civil Papers (FY21 CS Staffing Standards)
051	Dickenson	117	43	93	12,670	27	38	9,547	6	-0.54	Actual CY19 Data with CY19 Civil Papers Only (FY21 CS Staffing Standards without CY17-18 Civil Papers)

772-20-12: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	Officer(s) request an exception to the Substitute Prosecutor 60-day reimbursement policy.	\$454.97	Approved as an exception to policy, based upon the specific conditions stated by the officer.
Expenses for travel for the cases below were received by the Compensation Board after the 60-day reimbursement period.				

FIPS	Office	Locality	Prosecutor	Expenses From - To	Defendant	Total
049	772	Cumberland	Jeffrey Haislip	08/09/19	Jermel Barley	\$40.60
051	772	Dickenson	Melaine B Menefee	02/20/20-03/05/20	Travis Daniel Wampler	\$177.10
149	772	Prince George	Derek Davis	03/04/19-02/06/20	Melissa Holloway	\$208.50
710	772	Norfolk City	Narendra Pleas	10/24/19	Rickquan Tyree Wilson	\$28.77
		Total				\$454.97

773-20-12: CIRCUIT COURT CLERKS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
COLONIAL HEIGHTS CITY	CIRCUIT COURT CLERK	June 10, 2020 Officer requests in accordance with §15.2-1606 to reimburse the City of Colonial Heights for Defense Counsel at \$2,250.00	\$2,250.00	Approved in accordance with §15.2-1606, <u>Code of Virginia</u> .
Staff notes that a memo dated August 9, 2019 from the Division of Risk Management states that counsel would not be provided in this case as the Plaintiff was not seeking monetary damages from the deputy Circuit Court Clerk. Pursuant to §15.2-1606, the Judge appointed counsel to defend the deputy clerk in this matter.				

771-20-12: COMMISSIONERS OF THE REVENUE

NONE.

774-20-12: TREASURERS

NONE.

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>
				<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #20/11.	N/A
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Thursday, July 23, 2020 at 10:00 a.m. and Thursday, August 27, 2020 at 10:00 a.m.	N/A
3.	TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	<p>Collections: FY20 collections for July through May totaled \$6,633,908.79, an increase of 16.15% compared to the same period of collections in FY19.</p> <p>Expenditures: FY20 year-to-date Clerk's expenditures through 6/23/20, including May requests for reimbursement, totaled \$4,321,083.39 or 77.18% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections, FY20 TTF total collections through June would be approximately \$7.24 million, an increase of 15.23% compared to FY19 collections.</p>	N/A
4.	FINES AND FEES	COMPENSATION BOARD	Staff presents draft Fines and Fees materials including policy statements for Commonwealth's Attorneys and Circuit Court Clerks, Election of Collections Method Form for Commonwealth's Attorneys, and draft data collections forms and communications for FY20 delinquent assessment and collections data. Election forms and Policy Statements for FY21 are due July 24 and the data collection form is due August 21 for preparation of the FY20 Fines and Fees report.	N/A
5.	ACKNOWLEDGEMENT OF NOTIFICATION OF PROVISIONS OF THE APPROPRIATION ACT	COMPENSATION BOARD	Staff submits to Board members and for Chairman's signature "Acknowledgement of Notification of Indebtedness to State Agencies "Appendix A" and associated references	N/A

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>
6.	NOTTOWAY COUNTY COSTS FOR HOUSING VCBR OFFENDERS	COMPENSATION BOARD	Staff presents a request for reimbursement of expenses incurred by Nottoway County for the expense of confining residents of the Virginia Center for Behavioral Rehabilitation arrested for new offenses and held in Piedmont Regional Jail for the months of January through May 2020. At its previous meetings in FY20, the Compensation Board has approved staff's request to reimburse total expenses incurred in June, 2019 and July through September, 2019 of \$46,561.46, and to reimburse total expenses incurred in October through December, 2019 of \$43,487.01, in accordance with budget language approved in Chapter 854. Based upon numbers of offenders housed, days housed and rates paid by the County in January through May 2020, staff recommends approval of payment to Nottoway County in the maximum amount of \$9,951.53. This will result in total payments to date in FY20 of \$100,000.00. This is the maximum reimbursable amount in FY20 for expenses incurred from June 2019 through May 2020. Remaining expenses incurred for the months of January through May 2020 that cannot be reimbursed total \$32,963.71. Expenses incurred in June 2020 will be reimbursable upon approval by the Compensation Board in FY21.	\$42,915.24
				Approved payment of \$9,951.53 to Nottoway County, representing the remaining appropriation available, for the months of January through May in FY20.

FOR YOUR INFORMATION
NONE.

CLOSED MEETING
COMPENSATION BOARD DOCKET #20/12
June 25, 2020

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Tyrone Nelson. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

Public Body: Compensation Board
Date: June 25, 2020
Time: 10:00 a.m.
Location: Compensation Board Electronic Meeting by Conference Call
+1 617-675-4444; PIN: 313 579 189 0014#
Members: Tyrone Nelson, Chairman (present)
Craig Burns, Ex Officio member (present)
Martha Mavredes, Ex Officio member (present)

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